## SIKKIM

## GOVERNMENT



## **GAZETTE**

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# GOVERNMENT OF SIKKIM HEALTH CARE, HUMAN SERVICES & FAMILY WELFARE DEPARTMENT

No:61 (c)/HC, HS & FW

14. State Consultant (Public health)

### NOTIFICATION

In pursuance of the guidelines of the Ministry of Health and Family Welfare, Government of India, the State Government is hereby pleased to constitute the "State Quality Assurance Unit" to redress, dispose and disburse for implementation of Quality assurance programme as per procedure and time frame laid down in the manual constituting of the following members, namely:-

1.	Additional Director Health Services -cum-	
	State Health Officer	Member Secretary;
2.	Programme officer, Reproductive Child Health	Member;
3.	Programme Officer ,Family Planning	Member;
4.	Programme Officer, Immunisation	Member;
5.	State Tuberculosis officer -Revised National	
	Tuberculosis Control Programme.	Member;
6.	Programme Officer Non Communicable Disease.	Member;
7.	Programme Officer Ayurveda, Yoga, Unani	Member;
	Siddha, Homeopathy and Chief Minister	
	Comprehensive Annual Total Health Checkup.	
8.	Programme Officer, National Vector Borne	Member;
	Disease Control Programme	
9.	Programme Officer, National Leprosy Eradication Programme.	Member;
10.	Programme Officer, Intergraded Disease Surveillance Programme	Member;
11.	State Programme Manager/Officer National Health Mission	Member;
12.	Deputy Director /Assistant Director Head Quarter, Sanitation Cell	Member;
13.	State Consultant (Quality Assurance)	Member;

15. State Consultant (Quality Monitoring)

16. Administrative-cum-Programme Assistant

Member; Member.

The State Quality Assurance Committee is headed by the State Quality Assurance Committee member secretary, who along with the state programme officers provides support to the State Quality Assurance Committee for implementation of Quality Assurance activities in the state. All the positions of this unit should preferably be regular from the state cadre, however in case of non- availability from the state cadre, the posts at Sl. No. 13 to 16 can be hired under National Health Mission till the posts are filled-in from the state cadre. The number of full time technical persons (consultants) may be increased once the state decides to expand Quality assessors for the Disease Control and other programmes as part of the mandate of the State Quality Assurance Committee.

#### 1. Terms of Reference

The terms of reference for the State Quality Assurance Unit remain the same as of, State Quality Assurance Committee since it is the working arm of State Quality Assurance Committee. However, some of the important activities of the State Quality Assurance Unit are listed below namely:-

- (1) Adapt check-lists for Reproductive Maternal Neo-natal Child Health and -A services (as well as for Disease Control Programme implementation) to match the state needs.
- (2) Develop a plan for the Quality Assurance at each level of health Institution in a phased manner.
- (3) Orient the state level assessors, district level Quality Assurance units on the quality standards, tools for assessment and improvement plans, and the processes to be followed for Quality Assurance activities. Assistance of Quality Implementation Division of National Health Research Centre may be taken for organizing the orientation programme.
- (4) Disseminating the quality assurance guidelines and tools and methodology to be followed at district and sub-district level.
- (5) Develop a field travel plan for independent and joint (with district teams) visits to the districts by members of the State Quality Assurance Unit and programme officers.
- (6) Following these visits, prepare draft report and recommendation for review.
- (7) Mentor the program officers and facility in-charges at the Districts for implementing quality improvement measures at the facilities.
- (8) Compile and collate monthly data received from districts on Key Performance Indicator, especially those related to cases of adverse outcomes/complications in maternal, neonatal and child health; maternal, infant and child deaths (all cases), disease control programmes and share it with the State Quality Assurance Committee meeting.
- (9) Send the regular reports on sterilization related indicators (deaths, complications, failures) to the centre after ratification of the same by the Chairperson of the State Quality Assurance Committee.
- (10) Review the implementation of the National Family Planning Indemnity Scheme/ payment of compensation in the state, based on reports received from the districts as well as from the visits undertaken by the Quality Assurance unit members.

#### 3. Linkages with Program Divisions

Meetings with various programme officers including State Institute of Health and Family Welfare (SIHFW) shall be organized every quarter and if required more frequently for discussion and adaptation of the programme guidelines, orientation of district Quality Assurance Committee (QAC) and District Quality Assurance unit (DQAU), sharing the field visit reports on quality assessment and discussing the way forward for improving services. The programme officers and State Quality Assurance Unit should visit the facility with similar check list and provide supportive supervision. The tour report must be shared with each other. State Quality Assurance Unit shall be responsible for implementation of all quality related observations terms of reference for the contractual position at State Quality Assurance Unit are given at Annexure 'B' may pursue in the operational guidelines manual issued by Ministry of Health and Family Welfare ,Government of India.

By order and in the name of the Governor.

DR. K. BHANDARI, DM
DIRECTOR GENERAL-CUM-SECRETARY TO
THE GOVERNMENT OF SIKKIM
HEALTH CARE, HUMAN SERVICES & FAMILY WELFARE
DEPARTMENT

